



## Pre Application Advice Form

<b>Internal use:</b>	
Reference:	PRE/
Date received:	
Allocated to:	

### Applicant details:

<b>First name</b>	
<b>Surname</b>	

### Applicant Address:

<b>Address Line 1</b>	
<b>Address Line 2</b>	
<b>Town</b>	
<b>County</b>	
<b>Post code</b>	

### Agent Details *(if applicable)*

<b>Agent name:</b>	
<b>Address Line 1</b>	
<b>Address Line 2</b>	
<b>Town</b>	
<b>County</b>	
<b>Post code</b>	

### Contact Details

<b>Contact Phone Number:</b>	
<b>Contact Email Address</b>	

**Proposed Development**

<b>Location of Proposed Development:</b>	
<b>Description of Proposal:</b>	
<b>Do the works relate to a listed building?</b>	
<b>Do the works involve external alterations?</b>	

<b>Please supply a Site location plan</b> <i>Note: plans provided must comply with copyright law</i>	

**Please upload any other supporting documents here (i.e. photographs, floor plans etc.)**

<b>Document 1</b>	
<b>Document 2</b>	
<b>Document 3</b>	

We aim to respond to your request within 8 weeks.

Note: You may be asked to provide additional documents or information by the case officer.

Following recent guidance from the Information Commissions Office (ICO), if a customer who has received pre-application advice later submits a full planning application at the same address for the same proposal, the pre-application advice response will then be made public as part of the full planning application documents.

Under Freedom of Information Law we may, if asked, need to divulge to third parties information about your request to us and our reply.

See the privacy notice at [www.wellingborough.gov.uk](http://www.wellingborough.gov.uk)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_